

**CANTON PARK COMMISSION
BOARD MINUTES
MONTHLY MEETING**

JANUARY 14, 2015

The Canton Board of Park Commissioners met in a regular meeting on January 14, 2015.

Attendees:

Board Members: President Andrew Black, Vice President Zutali, Member Drew Pelger

Staff Members Present: Mr. Derek Gordon, Park Director, Dan Kunz, Assistant Park Director &

Theresa Gang, Office Manager, Officer Michael Carpenter, Park Police

Community Members: Ward 4 Councilmember, Christine Smith, Nick Morris, Live Well Stark County

The meeting was called to order at 4:03pm by President Black.

Meeting minutes from the December 16, 2014 regular Meeting were reviewed by the Commissioners.

President Black motioned to approve the minutes. Commissioner Zutali seconded. Motion passed unanimously.

OLD BUSINESS

1. 2016 Levy Discussion – Director Gordon discussed that there have been major changes within the administration and board membership of the CJRD. He expressed concern that the Law Department has requested a final decision on the type of levy initiative that needs to be brought before City Council by the end of March. In his opinion discussions between the appropriate entities must take place soon to assure that no deadlines are missed and a consensus is reached on the type of ballot initiative desired in November.
2. Master Plan Update – Public meetings have finished for the Park master plan. EDG conducted these meetings with Director Gordon and attendance was very strong. Over 125 surveys have been completed by the community and the raw informational data has been compiled. This data will be distributed to the Commission and it is hopeful that a draft of the plan will be available early in 2015. Director Gordon has distributed some of the initial raw data from their research to the Commission.
3. A Monumental 4th – Director Gordon informed the Commission that he had organized a committee to explore the possibility of developing a festival in Monument Park on July 4th, 2015 to compliment the concert and fireworks at the McKinley Monument. The City will be paying for the cost of the fireworks, safety forces, and concert, but would like the committee, led by Director Gordon to oversee the planning and coordination of the event and festival. The Commission expressed support of the concept but would like more details presented at the next meeting about the proposed event and costs prior to approving the event.
4. SECC Management Provider Selection –Director Gordon is working with the Law Department to develop a final draft of an agreement with the YMCA for consideration at the February meeting. A rough draft of the agreement was provided to the Commission for their review.
5. Sliman's Invoice – Per the Commission's request, Director Gordon contacted Sliman's Printery and negotiated a reduced rate of \$400.00 for the past due notice for a bill that was received for printing services in 2008. President Black motioned to approve the payment. Commissioner Pelger seconded. Motion passed unanimously.

EVENT REQUESTS

1. Review Park Rental Fees – Public Events – Director Gordon and Office Manager Gang presented a proposed rate schedule and insurance policy for events held in the park. After a lengthy discussion President Black motioned to approve the schedule and policy with the understanding that the Commission would retain the

right to waive these fees and insurance provisions on a case by case, request basis effective January 15, 2015. Commissioner Pelger seconded. Motion passed unanimously.

2. Cystic Fibrosis Foundation Walk – Monument/Stadium Park – May 2nd – President Black motioned to approve the event request. Commissioner Pelger seconded. Motion passed unanimously.
3. Juneteenth Festival – Nimisilla Park – June 13th - President Black motioned to approve the event request. Commissioner Pelger seconded. Motion passed unanimously.
4. Community Give Back – Maple Playground - June 26th – More information is required for this event to be approved. Item was tabled until the February meeting or more details were obtained.
5. Market Heights Neighborhood Association Picnic – Roshong Park – August 29th - President Black motioned to approve the event request. Commissioner Pelger seconded. Motion passed unanimously.

NEW BUSINESS

1. East Lincoln Highway Neighborhood Association – Lee Park Name Change Request – Director Gordon informed the Commission that Ms. Gwen Corbitt from the East Lincoln Highway Neighborhood Association will be approaching the Commission at the February meeting about changing the name of Lee Park to recognize former Mayor, Janet Creighton. Director Gordon stated that he is working to determine the reason behind the naming of the current park and Ward Councilmember Smith is not in favor of changing the name of the park from its current name. The Commissioners requested that Director Gordon bring forth a proposal at the next Commission meeting to formalize a process for determining park naming that is consistent with the practices of other park districts.
2. Skate Park Proposal / Grant Submission – Office Manager Gang outlined the timeline and strategy for developing a spray park in one of the Canton Park properties. There is an upcoming public meeting on January 28th to discuss the desired location and attributes of the spray park. Ms. Gang also requested formal approval to pursue the necessary grants for this development. President Black motioned to approve the event request. Commissioner Pelger seconded. Motion passed unanimously.
3. ODNr Recreational Trails Grant – Office Manager Gang outlined the details of this matching grant and a proposal to use this grant to replace 3 to 5 bathrooms between Stadium Park and West Park. President Black motioned to approve the event request. Commissioner Pelger seconded. Motion passed unanimously.
4. Herbruck Park Urban Farm Bid Proposal – Director Gordon introduced Mr. Nick Morris from Live Well Stark County who has worked with Director Gordon in a consulting capacity to create a bid (See attached) to develop an urban farm at Herbruck Park. If approved by the Commission, the proposal will be submitted to Council to post the bid and a public meeting will be held to receive public input on the development proposal. President Black motioned to approve the event request. Commissioner Pelger seconded. Motion passed unanimously.
5. 2014 Annual Report / 2015 Goals – Director Gordon presented a final draft of the 2014 Annual Report and 2015 Goals (See attached). Director Gordon welcomed input on both documents and will be distributing both documents in early February.
6. Event Calendar / Adjustments - 2015 Frosty Frolic / Kayak Event – Office Manager Gang and Director Gordon presented a proposed calendar of events for 2015 and notified the board that a proposal will be forthcoming in the coming months for a series of new events and adjustments to existing events such as the Park Light Up and Frosty Frolic.
7. Special Funds Request – To accommodate anticipated revenues and donations from these events and other activities, Director Gordon requested permission to approach City Council to establish revenue funds dedicated to the following causes:
 - Garden Center
 - Holiday LightsPresident Black motioned to approve the event request. Commissioner Pelger seconded. Motion passed unanimously.
8. Financial Report - President Black motioned to approve the report. Commissioner Zutali seconded. Motion passed unanimously.

9. Director's Report – Director Gordon presented his monthly report (See attached) and updated the Commission that the parks had received notification of their successful ODNR Safe Boating Grant Award to purchase additional kayaks and corresponding equipment.
10. Organizational Meeting
 - a. Commissioner Pelger nominated Commissioner Black to continue to serve in the capacity of President for 2015. There were no other nominations. Commissioner Pelger motioned to approve Commissioner Black as President. Commissioner Zutali seconded the motion. Motion carried unanimously.
 - b. Commissioner Black nominated Commissioner Zutali to continue to serve in the capacity of Vice President for 2015. There were no other nominations. Commissioner Black motioned to approve Commissioner Zutali as Vice President. Commissioner Pelger seconded the motion. Motion carried unanimously.

Commissioner Black motioned to adjourn at 6:16. Commissioner Pelger seconded. Motion passed unanimously. Meeting adjourned.

** Commissioner Zutali left the meeting at 5:02pm. All votes seconded by Commissioner Pelger with the exception of the Organizational Meeting took place after Commissioner Zutali's exit.*

Next Park Commission Meeting to be held at 4:00pm on February 11, 2015 at the Canton Park and Recreation Offices.

Andy Black, President

Derek Gordon, Director